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| **Mobile Responsive Website Coversions Coming Next Week!** | |
| **Event** | * **Conversions will begin February 27th and continue through March 17th** * All CaterTrax websites currently on the old platform will automatically be converted to the Mobile Responsive version of CaterTrax with a new searchable menu navigation |
| **Purpose** | * To get all websites on the most current version of CaterTrax * Prepare for the FDA Requirement for Catering Menus to include calorie information |
| **How am I affected?** | * For sites converting to the mobile responsive platform, the cost is $415.50 * For sites already on the mobile responsive platform, the cost is $15.50 * In both cases, accounts will receive updated menu navigation and nutrition enabled Master menus to prepare for FDA compliancy. |
| **Register for a Webinar!** | **What happens after the conversion?**   * In mid-March, FDA compliant Gatherings : Perfected catering menus will be pushed to your site in a hidden state. You will customize these menus for your location’s specifics using a NEW menu editing tool.   **Register for a CaterTrax Menu Edit Tool Training!** Offered multiple times, this training will teach you how to customize catering menus for your location. Please register for a March date and time that works best for you. [**Click here to register >**](https://attendee.gototraining.com/rt/7797148605877741058) |
| **Are you ready for the conversion?** | * **Sodexo Menu Graphics Café Menus** – This is the only café menu version that will be supported after the conversion.. [**SMG Menu Instructions**](file:///C:\Users\MEdgington\Documents\FLAVOURS%20CATERING\Transition%20Training\SMG%20Menu%20Weekly%20Menus) – you can use this format on your current website, so start right away! * [**Watch this customer video**](https://play.buto.tv/TG3R4)that will be posted on all sites after the conversion. |
| **Questions and Resources** | **Frequently Asked Questions:**  **Q – If you or your customers are having trouble placing orders you may need to adjust your internet browser compatibility settings.**  **A** – [Click here for instructions](https://us.sodexonet.com/files/live/users/providers/ldap.na/jg/hf/ic/MEdgington/files/Marianne%20Edgington%20Files/Compatibility%20Mode%20Instructions.pdf)  **Q – Will my customers be impacted by the change?**  **A** - All orders will be intact, order history and wallets will not be impacted. Customers will have a new interface and menu navigation and of course they can now easily use the site on their smart phones.  **Q – Will there be additional changes for receiving the Gatherings : Perfected menus?**  **A**- No additional charges…the charges quoted above include the menus which will be available later in March. **Q – Will my site be different administratively?**  **A**- With the exception of the menu editing tool your site will be exactly the same administratively. You will manage your orders just as you always have.  **Q – Who should I contact if I have an issue with my site? A –** Need further assistance? Contact CaterTrax Support at 1-800-975-8729 or submit a Support Request. |